

Date: May 16, 2016

To: Thomas J. Bonfield, City Manager
Through: Keith Chadwell, Deputy City Manager
From: Grace Dzidzienyo, Interim Director, Office of Economic and Workforce Development

Subject: Contract with Achievement Academy of Durham to provide Workforce Innovation Opportunity Act (WIOA) youth program element services from July 1, 2016 – June 30, 2017.

Executive Summary

This memorandum outlines a recommendation to enter into contract with Achievement Academy of Durham (AAD) from July 1, 2016 to June 30, 2017, in the amount of \$77,685.00 to provide Workforce Innovation Opportunity Act (WIOA) Youth program element services for up to 25 WIOA eligible youth in the Youth Employed and Succeeding (YES) program. Approval of this contract will allow uninterrupted services to be provided to WIOA youth beyond the existing contractual completion date (set to expire on June 30, 2016). The total contract amount will not exceed \$77,685.00.

Recommendation

The Office of Economic and Workforce Development (OEWD) recommend that City Council authorize the City Manager to execute a contract with AAD to provide uninterrupted youth program element services from July 1, 2016 through June 30, 2017 for a contract amount not to exceed \$77,685.00.

Background

OEWD issued a Request for Proposals (RFP) on February 2, 2016 for youth program element services. The RFP closed on March 16, 2016. On May 26, 2016 the Durham Workforce Development Board (DWDB) approved the WIOA Youth RFP Review Panel and DWDB Executive Committee's recommendation that AAD be awarded a new contract to operate the YES program from July 1, 2016 to June 30, 2017, in an amount not to exceed \$77,685.00, renewable annually for up to two additional years based on performance and funding availability.

Service Delivery and Performance

AAD was awarded the contract to provide employment and training services for WIOA eligible youth that included the following:

- . GED services
- . Tutoring
- . Adult mentoring
- . Leadership development

- Connecting youth to services in the community that address barriers to employment, diploma equivalency, or skill attainment
- Labor market and employment information
- Preparation for and transition to postsecondary education and training

AAD administers the YES Program elements, which are on pace to meet and/or exceed state placement and attainment performance goals for PY15. Strategies are being implemented to improve in the literacy and numeracy gain category. AAD's work in recruiting participants and providing Tutoring and Alternative Education has helped the region achieve the following performance outcomes (based upon the Workforce Investment Act Common Measures):

Measure	Performance for PY 2015	Goal
Placement in Education or Employment	83%	70%
Attainment of a Degree or Certificate	62%	65%
Literacy and Numeracy Gain	25%	50%

Participants served under the existing contract and services received through April 30, 2015 have included the following:

Program Element	Total
Starting Points Tutoring Enrolled	9
Alternative Secondary School GED Enrolled	19
Post-Secondary Tutoring Enrolled	1
Leadership Developed Enrolled	6
Adult Mentoring	13
Total Served	24
GED Test Taken	3
GED Test Passed	2

**Some youth reflected in Multiple Outcomes*

We expect an increase in the number of GEDs earned in the coming program year because of changes to GED.

Issues and Analysis

AAD has proven to be a provider capable of managing the program element services of the YES Program. In addition to improved performance of the program, AAD has had clean programmatic and financial audits and has proven to be a valuable partner with other community agencies that serve youth.

Funding Considerations

- The current contract with AAD is for \$91,000, and it expires on June 30, 2016.

- . OEWD determined that AAD met the limits under the FY14 contract and made a recommendation to the DWDB to extend the contract with AAD for twelve months to June 30, 2016.
- . The DWDB entered into contract with AAD to provide up to 43 services to WIOA eligible youth in the YES program.
- . A new contract with AAD will provide uninterrupted services to WIOA eligible youth currently enrolled in the YES program.

Alternatives

The City Council could elect not to enter into a new a contract with AAD leaving the City without a provider of the services outlined in the background section for the YES program and forcing the City to advertise for proposals or to directly manage the program until a new provider is identified. If another provider is not identified through the RFP process, this would require the OEWD to directly manage the program, which is inconsistent with the language in the federal WIOA that states that WIOA services should be provided under contract or voucher.

The City Council could also elect to reduce the amount of the proposed contract with AAD, which could result in fewer services provided to WIOA eligible youth and/or less youth being served under this contract from July 1, 2016 – June 30, 2017.

Financial Impact

AAD would be approved for payments of up to \$77,685.00. Funds for this contract will have no impact on the City of Durham General Fund. Funds for this contract are paid with WIOA Youth dollars that are received by OEWD from the United States Department of Labor through the North Carolina Department of Commerce Division of Workforce Solutions to the City and the Durham Workforce Development Board.

SDBE Summary

An SDBE summary is inapplicable because no project-specific goals have been set and no SDBE's are involved in this item.

Attachments

Contract with AAD to provide WIOA Youth Services is 32 pages.